

Grid Editing Policy in Western Region
May 3, 2007

1. 12Planet **shall be running** and open at all times by each operational shift. This should be confirmed by each forecaster at the start of every forecast shift, i.e. properly logged in with sufficient volume. When a chart request is received an acknowledgement should be transmitted within a few minutes even if it is to say you will get back to them in 5 or 10 minutes.
2. Forecasters **shall collaborate** the meteorology with surrounding WFOs before making any decisions pertaining to grid modifications. This will minimize subsequent coordination.
3. **ISC grids shall be reviewed** when performing grid editing prior to but especially after the cutoff time for receipt of ISC grids from neighboring offices (see #5 below). This is to assure coordination is taking place with updated neighboring grids.
4. When a grid (s) has been edited for an individual element(s), these grids **shall be** sent to ISC when saved so surrounding WFOs can see your latest grids. After the cutoff times specified in #5 below, all grids, regardless of age, shall be considered current. **DO NOT SEND ALL GRIDS TO ISC AT ONCE**, i.e., when publishing to “Official” make sure you do not send to ISC.
5. Complete grids in a timely manner to aid in completion of coordination. All initial¹ ISC grids² **shall be completed** by 1pm/2am PLT and 2pm/3am MLT. The one-hour offset allows for a consistent cutoff time for ISC grid deadlines between time zones. All grids having defined consistency thresholds in NWS Directive 506 excluding (T, Td, RH: assumed computed by Diurnal from Obs) **shall be completed** by these specified times. If an office cannot meet this deadline, it is that office’s responsibility to meet all consistency requirements with neighboring offices.

Daylight Savings Time:

<u>Zone</u>	<u>Local Time</u>	<u>UTC</u>
Pacific Daylight Time	2 AM	09Z
Arizona (Mountain Standard Time)	2 AM	09Z
Mountain Daylight Time	3 AM	09Z
Pacific Daylight Time	1 PM	20Z
Arizona (Mountain Standard Time)	1 PM	20Z

¹Forecaster has collaborated with neighboring offices on the meteorological scenario and has completed editing all grids in a manner consistent with this meteorological reasoning. Final consistency checks may be needed per required practice #3.

²Sea and swell grids will be delayed until 2 pm PLT on the day shift to allow time to ingest IFP Swan model output.

Standard Savings Time:

<u>Zone</u>	<u>Local Time</u>	<u>UTC</u>
Pacific Daylight Time	2 AM	10Z
Arizona (Mountain Standard Time)	3 AM	10Z
Mountain Standard Time	3 AM	10Z
Pacific Standard Time	1 PM	21Z
Arizona (Mountain Standard Time)	2 PM	21Z
Mountain Standard Time	2 PM	21Z

6. Available smart tools **shall be used** to check internal grid consistency prior to publishing to official $T_d \leq T, \leq \text{MaxT}, T \geq \text{MinT}, RH \leq 100\%, QPF > 0$ when PoPs are $\geq 50\%$ etc.

7. Consistency smart tools (i.e. ISC_Highlights, ISC_Info etc.) **shall be used** to assure discrepancies with adjacent WFOs do not exceed consistency thresholds. If thresholds are exceeded, you shall work with your neighboring WFO to resolve these differences (MaxT, MinT, PoP, Sky, QPF, Snw, Amt, Wind dir and speed, TdMrn, TdAft, Wave Height). Be aware of posted discrepancy trigger values and element definitions throughout the process.

8. Smart Tools, i.e., NDFD_GridCheck, shall be used to assure grids are complete before “Publishing to Official” and transmitting to NDFD and Western Region.